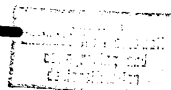


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Subcommittees and Working Groups of the Economic Intelligence Committee

<u>Title</u>	<u>Chairing Agency or Department</u>	<u>Date Established and Authority</u>	<u>Agencies and Departments Represented</u>
Subcommittee on Agriculture	Agriculture	16 Jul 1951 EIC-M-1	Agriculture, CIA, State, DIA, AID, Commerce, Interior
Subcommittee on Electronics and Telecommunications	CIA	15 May 1952 EIC-M-16	CIA, State, DIA, Army, Navy, NSA, Commerce, USIA
Subcommittee on Economic Analysis	CIA	10 Jun 1952 EIC-M-11	CIA, State, DIA, AID, Federal Reserve
Subcommittee on International Trade and Aid 	CIA 	12 May 1969 EIC-D-695	State, CIA, DIA, Navy, NSA, AID, Agriculture, Commerce, Federal Reserve, Treasury
Subcommittee on Shipbuilding	DIA	16 Feb 1955 EIC-M-42	DIA, CIA, State, Navy, NSA
Joint Ad Hoc Working Group of the SIC and EIC	CIA	6 Feb 1969 Memo to Exec. Sec., USIB, from Chair- men, SIC and EIC	CIA, Army, Navy, Air Force, NSA, State, DIA

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ECONOMIC INTELLIGENCE COMMITTEE

EIC-D-323/1

TERMS OF REFERENCE FOR THE EIC SUBCOMMITTEE ON AGRICULTURE

(Approved by the EIC, 20 January 1599)

A. Mission of EIC Subcommittee on Agriculture

The mission of the EIC Subcommittee on Agriculture is to provide an organizational framework for carrying out within its field the basic review and coordination responsibilities of the EIC and for ensuring that, on intelligence matters in its field affecting the national security, the intelligence community is supported by the full economic knowledge and technical talent available in or to the Government.

B. Membership and Organization

1. Membership of the Subcommittee on Agriculture consists of representatives of the USIB agencies as designated by these departments and agencies and approved by the EIC.

2. Representatives of other government departments and agencies may participate as Associate Members of the Subcommittee upon approval of the EIC.

3. Active participation by agency representatives generally is governed by (a) the extent to which each agency concerned has production responsibilities in the field of agriculture, (b) the extent to which an agency has an interest in economic intelligence of broader scope which involves reference matters within the scope of the subcommittee; and (c) the availability of qualified personnel.

4. The chairman of the Subcommittee is designated by the EIC, and the Central Intelligence Agency provides the permanent Secretariat. The Subcommittee may set up ad hoc working groups as necessary to assist in carrying out any of its assigned functions. The production of interdepartmental economic intelligence normally is assigned to ad hoc working groups rather than to the Subcommittee proper.

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C. Functions

1. As the standing interagency economic intelligence group of professional and technical personnel in the field of agriculture, the Subcommittee shall perform the following minimum functions.

(a) With the guidance of current Priority National Economic Intelligence Objectives, identify significant research and collection deficiencies in its field of responsibility and;

(b) Develop and report not less than annually to the EIC ways in which these recognized research deficiencies could be, or are being, corrected and ways in which improvements could be, or are being, made in economic intelligence collection requirements and in the distribution and processing of economic intelligence information.

(c) Facilitate review of proposals for external research contracts in its field in accordance with the provisions of DCID 3/1 using the procedures adopted by the EIC. [See EIC-D-112/1, 5 June 1958, Procedures for EIC Review of Proposed US Governmental External Economic Research Contracts Involving More Than \$5,000.]

(d) Produce, on its own initiative (with EIC approval), or when directed by the EIC, interdepartmental economic intelligence on subjects in its field which transcend the competence of a single department or agency.

(e) Arrange on its own initiative, or when directed by the EIC, for the coordination of individual agency reports deemed of sufficient national security importance to warrant the solicitation of concurrences from the representatives on the Subcommittee. Arrange for coordination with other Subcommittees as appropriate.

(f) Mobilize, in support of the intelligence community, the full economic knowledge and technical talent in its field available in or to the Government. Such support will normally take the form of ad hoc responses to the requests of other USIB Committees [e.g., the USIB Ad Hoc Committee on Exchanges].

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2. In addition to the minimum functions outlined above, the Subcommittee on Agriculture, when appropriate, shall perform the following functions with respect to its assigned field:

(a) Assist or advise agencies in the programming of research in order to minimize duplication and assure as effective a distribution of research effort as is practical in view of each agency's responsibilities.

(b) Provide an opportunity for the review and comparison of methodologies utilized in research in the field covered by the Subcommittee.

(c) Provide an opportunity, where appropriate and practical, of obtaining closer agreement on selected basic statistics within the field of competence of each Subcommittee.

(d) Bring to the attention of the EIC current problems and requirements for coordinated research which are recognized by the members of the Subcommittees.

D. Operating Procedures

The Subcommittee shall establish its own operating procedures subject to the following conditions:

1. It shall meet in formal session at least once each fiscal year to prepare and approve its Annual Report to the EIC. The Annual Report will be responsive to the request of the EIC Secretariat and will cover the activities of the Subcommittee in fulfilling its mission as outlined in C, above. The Subcommittee will schedule other meetings as required to fulfill its missions.

2. The Subcommittee Secretariat shall provide all members of the EIC, the Subcommittee, and EIC Secretariat with copies of the Agenda and Minutes of its meetings.

3. Reports and recommendations which have been approved by the Subcommittee may be transmitted to the EIC without comment. In case of dissent, the transmittal must be accompanied by an appropriate statement, prepared by the dissenter(s), advising the EIC of the nature and substance of the dissent.

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AGRICULTURAL SUBCOMMITTEE

OF

ECONOMIC INTELLIGENCE COMMITTEE
(APPROVED BY EIC, 25 OCTOBER 1951)

Terms of Reference

A. The Economic Intelligence Committee, in accordance with its terms of reference set forth in IAC-D-22/1 (Revised), 29th May 1951, has established an Agricultural Subcommittee which comprises designated representatives of agencies with intelligence responsibilities in the field of foreign agriculture as they relate to our national security, i.e., Departments of the Air Force, State, the Department of Agriculture, the Economic Cooperation Administration, the Munitions Board, and the Central Intelligence Agency. Representation on this committee may be expanded either from these or other agencies with the approval of the EIC.

B. The Chairman of the Agricultural Subcommittee shall be selected by the EIC and the Central Intelligence Agency shall supply the Secretariat.

C. The Agricultural Subcommittee shall maintain a continuing review of the foreign economic intelligence in the field of agriculture to identify important gaps and deficiencies in the collective knowledge of the Government by:

1. Maintaining a current record of the total intelligence needs of the US Government in this field; and,

2. Maintaining a current record of such intelligence which is now available or which is scheduled for production within the various agencies of the Government.

D. To help meet the foreign economic intelligence requirements of US national security as revealed by these gaps and deficiencies, the Agricultural Subcommittee shall:

1. Develop project outlines for ^{appropriate coordinated} (necessary) studies.

2. Recommend to the Economic Intelligence Committee the priorities of the projects and the allocation of projects among Government agencies with due consideration to available facilities and personnel, or to outside institutions under the external research program.

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Agricultural
Subcommittee
Terms of Reference

E. The Agricultural Subcommittee shall ^{institute} (arrange for the necessary) coordination of such studies as may be allocated among Government agencies by the Economic Intelligence Committee.

F. The Agricultural Subcommittee shall recommend to the EIC, in cooperation with the Subcommittee on Requirements and Facilities for Collation priority requirements for the collection of information on agriculture.

G. This Subcommittee shall also cooperate with the Subcommittee on Requirements and Facilities for Collation in: (1) the indexing of literature on Soviet agriculture, particularly that available in the US Government; (2) the processing and collating of data on agriculture in a manner which will make it readily available to the intelligence community (machine indexing, etc.); and (3) locating registers (biographic, industrial, etc.) determining their scope and coverage and rationalizing their utilization.

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AGRICULTURAL SUBCOMMITTEE
OF
THE ECONOMIC INTELLIGENCE COMMITTEE

Operating Procedure for the ASC

1. Meetings

a. Frequency -- Meetings will be held every second and/or fourth Thursday of each month. If necessary, the Chairman may call special meetings in which case all members of the Subcommittee will be notified at least three days in advance of the meeting.

b. Time and place of meeting -- Meetings will begin at 3:00 p.m. and will be in CIA unless otherwise specified.

c. Length of meetings -- As a general rule meetings will be limited to two hours.

2. Minutes of Meetings

Minutes will be mailed to each member as soon as possible after the meetings. They will give only a summary of the discussion and the action taken on each agenda item.

3. Agenda

The agenda will be sent out in advance of each meeting. When possible, agenda items for the next meeting will be decided upon and discussed briefly at the previous meeting. If necessary, however, items can be added to the agenda between meetings in which case the additions should be submitted to the Secretary at least five days in advance of the meeting.

4. Security Requirements

It is imperative that all precautions possible be exercised at all times to prevent any leakage of information. In response to questions from outsiders concerning the organization and functions of the Agricultural Subcommittee, it is suggested that we give a vague answer to the effect that it is just another interdepartmental committee which has been established to coordinate agricultural studies and reports concerning foreign countries in which the US has a particular interest. If possible we should avoid referring to any intelligence function of the ASC.

Most or all of the documents concerning the work and activities of the ASC will be classified and therefore, when not in use, should be kept in locked files. Steel safes with combination locks are more desirable than file cabinets with ordinary locks.

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If members of this Subcommittee wish to bring other representatives who are especially well qualified to discuss a particular topic on the agenda -- a security classification of the topic in question (whether confidential, secret, etc.) should be established and the security clearance of the individual should be obtained from the Secretariat of the EIC prior to his or her admission to a meeting.

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